

TRANSIT FUND

FY 2021 Proposed Budget - City of Fairfax, Virginia

City of Fairfax, Virginia FY 2021 Transit Fund Budget Summary

	<u>FY 2019 Actual</u>	<u>FY 2020 Budget</u>	<u>FY 2020 Estimate</u>	<u>FY 2021 Proposed</u>	<u>Variance to Budget \$</u>	<u>Variance to Budget %</u>
Revenues						
Local Revenues						
CUE Bus Receipts	\$ 377,401	\$ 475,000	\$ 360,000	\$ 375,000	\$ (100,000)	-21.05%
Advertising	2,694	-	-	2,700	2,700	0.00%
Farewheels	832	1,200	1,200	850	(350)	-29.17%
Charter Services	6,175	3,000	3,000	6,200	3,200	106.67%
Miscellaneous	471	-	-	-	-	0.00%
Total Local Revenues	387,573	479,200	364,200	384,750	(94,450)	-19.71%
State and Federal Grants						
NVTC	628,000	628,000	628,000	728,000	100,000	15.92%
Total State & Federal Grants	628,000	628,000	628,000	728,000	100,000	15.92%
General Fund Support	-	-	-	-	-	0.00%
Transfers In - Trans Tax Fund	2,483,667	2,148,275	2,148,275	2,459,250	310,975	14.48%
Partnership Contributions						
GMU Bus Contribution	750,897	750,000	750,000	750,000	-	0.00%
Total Partnership Contributions	750,897	750,000	750,000	750,000	-	0.00%
Total Revenues	\$ 4,250,137	\$ 4,005,475	\$ 3,890,475	\$ 4,322,000	\$ 316,525	7.90%
Total Expenses	\$ 3,902,806	\$ 4,020,784	\$ 3,964,254	\$ 4,582,399	\$ 561,615	13.97%
Cash Equivalents - June 30	\$ 347,331	\$ 18,387	\$ 273,552	\$ 13,153		
Total FTE	33.3	33.5	33.5	33.5		

FY 2021 Proposed Budget - City of Fairfax, Virginia

FUNCTION: Transportation
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: CUE Bus

BUDGET COMMENTS:

An increase of \$561,615 (14.0%) from the FY 2020 Adopted Budget is necessary to fund the FY 2021 Proposed Budget. Notable changes include:

- **Salaries, increase of \$92,488 (5.1%)**
 - Increase due to the 3.5% merit and 2.5% range adjustment.
- **Fringe Benefits, increase of \$42,113 (5.4%)**
 - Increase due to the 3.5% merit and 2.5% range adjustment and increases in the cost of health insurance and retirement plans.
- **Internal Services, increase of \$371,808 (28.4%)**
 - The allocation of motor pool expenses from Fleet Maintenance was updated based on actual usage statistics; as result, motor pool costs allocated to this division increased.
- **Other Charges, decrease of \$34,650 (60.9%)**
 - Decrease due to change in allocation of insurance costs (\$30k) and a reduction in CUE driver training (\$5k).
- **Supplies & Materials, decrease of \$4,450 (20.4%)**
 - Decrease in office supplies (\$4.9k), offset by an increase in uniform costs (\$1.5k).
- **Capital Outlay, increase of \$94,926 (3164.2%)**
 - Increase due to purchases of NextBus Signs (\$18k), Illuminator replacements (\$59k) and DCU upgrades (\$18k)

Cost Center 437110: CUE Bus

Title	FY 2019 <u>Actual</u>	FY 2020 <u>Budget</u>	FY 2020 <u>Estimate</u>	FY 2021 <u>Proposed</u>	Variance to <u>Budget \$</u>	Variance to <u>Budget %</u>
Salaries	\$ 1,730,804	\$ 1,796,468	\$ 1,776,468	\$ 1,888,956	\$ 92,488	5.15%
Fringe Benefits	723,180	776,352	774,822	818,465	42,113	5.42%
Purchased Services	36,994	59,100	59,100	58,480	(620)	-1.05%
Internal Services	1,364,325	1,307,172	1,307,172	1,678,980	371,808	28.44%
Other Charges	14,355	56,892	21,892	22,242	(34,650)	-60.90%
Supplies & Materials	15,641	21,800	21,800	17,350	(4,450)	-20.41%
Capital Outlay	17,507	3,000	3,000	97,926	94,926	3164.20%
Total	\$ 3,902,806	\$ 4,020,784	\$ 3,964,254	\$ 4,582,399	\$ 561,615	13.97%

FUNCTION: Transportation
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: CUE Bus

PROGRAM:

CUE is a citywide bus service developed to relieve traffic congestion and to provide transit services within the City and between George Mason University (GMU) and the Vienna/Fairfax-GMU Metrorail station. Basic fare (cash and SmarTrip) is \$1.75.

A fare of \$0.85 is charged to students, seniors and persons with disabilities with a valid ID. GMU students, faculty and staff ride for free. In FY 18, the City started a Free Student Bus Pass Pilot Program for high school and middle school students. This program provides free rides on CUE to students who have their parent/guardian's approval. The City receives compensation annually from GMU, which is currently budgeted at \$750,000.

GOAL:

To provide the citizens of the City with effective transit service within the City and to the Vienna/Fairfax-GMU Metrorail station, and George Mason University. To meet the City's proposed goal of providing unsurpassed user-friendly, customer-focused business practices. To enhance quality of life measures and amenities with continued emphasis on recommendations of the Livability Task Force. To finalize and implement a more accelerated schedule for critical transportation projects involving state and federal funding. To continue emphasis on the reduction of the impact of increasing traffic through the City.

OBJECTIVES:

- To provide convenient and frequent access to the Vienna-Fairfax/GMU Metrorail Station
- To provide service seven days a week
- To meet our partnership requirements with George Mason University
- To meet all published schedules
- To meet all regional and local Americans with Disabilities Act requirements

SERVICES AND PRODUCTS:

- Public Transit service within the City and to/from the Vienna/Fairfax/GMU Metro Station and George Mason University
- Bus schedules and information

FY 2021 Proposed Budget - City of Fairfax, Virginia

FUNCTION: Transportation
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: CUE Bus

PERFORMANCE MEASURES:

Indicators	FY 2019 Actual	FY 2020 Budget	FY 2020 Estimated	FY 2021 Projected
Output Measures				
Number of repair orders	3,958	3,950	3,714	3,800
Total Fleet	710	703	698	700
Downtime hours	75,262	75,000	67,360	68,000
Efficiency Measures				
Mechanic to vehicle ratio	1/101	1/100	1/100	1/100
National average	1/55	1/60	1/60	1/60
Outcome Measures				
Vehicle availability	97%	98%	98%	98%
National average	95%	95%	95%	95%

Performance Measurement Results:

- Repair orders are expected to decrease slightly in FY21, compared to FY20 budgeted, as a result of performing Fire Apparatus work in house now rather than using a vendor.
- Total Fleet rolling stock and non-rolling stock, is comparable from FY20 to FY21.
- The mechanic to vehicle ratio remains fairly consistent. This is nearly double the industry average, but has not negatively impacted vehicle availability. Staff employs the use of overtime to assist with busy periods, and an on call temporary mechanic is used as needed.
- Fleet Availability has remain stable in FY20 budget to FY21 projected. This is a result from keeping staff trained and replacing old equipment as needed.

Personnel Classification	Grade	FY 2019 <u>Actual</u>	FY 2020 <u>Budget</u>	FY 2020 <u>Estimate</u>	FY 2021 <u>Proposed</u>
Transportation Director	S01	-	0.10	0.10	0.10
Transit Superintendent	S02	1.00	1.00	1.00	1.00
Bus Driver Supervisor	115	2.00	2.00	2.00	2.00
Multimodal Transportation Engineer	115	-	0.30	0.30	0.30
Administrative Assistant	113	0.50	0.30	0.30	0.30
Bus Driver	110	20.00	21.00	21.00	21.00
Bus Driver (P/T)	110	8.75	7.75	7.75	7.75
Transit Technician	107	1.00	1.00	1.00	1.00
Total FTE		33.25	33.45	33.45	33.45

FY 2021 Proposed Budget - City of Fairfax, Virginia

FUNCTION: Transportation
DEPARTMENT: Public Works
DIVISION OR ACTIVITY: Metro

BUDGET COMMENTS: The City's Metro subsidy is equal to our share of total Metro expenditures less any state or federal funding that is paid through NVTC. The FY 2021 CUE reimbursement request is estimated at \$728,000.

4-YEAR BUDGET PROJECTION FOR THE CITY'S ACCOUNT AT NORTHERN VIRGINIA TRANSPORTATION COMMISSION				
ITEM	FY 2020	FY 2021	FY 2022	FY 2023
BALANCE FORWARD	\$ 5,056,753	\$ 5,253,406	\$ 1,761,454	\$ 1,992,725
REVENUES	4,150,000	4,150,000	4,350,000	4,350,000
TOTAL	9,206,753	9,403,406	6,111,454	6,342,725
EXPENDITURES				
WMATA	\$ 3,325,347	\$ 3,537,026	\$ 3,890,729	\$ 4,085,265
CUE BUS (REIMB. REQUESTS)	628,000	728,000	228,000	228,000
CUE BUS REPLACEMENT	-	3,300,000	-	-
ILLUMINATOR REPLACEMENT	-	58,926	-	-
DCU UPGRDE	-	18,000	-	-
TOTAL	3,953,347	7,641,952	4,118,729	4,313,265
ENDING BALANCE	\$ 5,253,406	\$ 1,761,454	\$ 1,992,725	\$ 2,029,460

FY 2021 Proposed Budget - City of Fairfax, Virginia
Transit Fund Expense Detail

Account	Account Title	FY 2019 Actual	FY 2020 Budget	FY 2020 Estimate	FY 2021 Proposed	Variance to Budget \$	Variance to Budget %
<u>CUE Bus (437110)</u>							
511105	Salaries - Full Time	\$ 1,374,407	\$ 1,445,090	\$ 1,445,090	\$ 1,492,732	\$ 47,642	3.30%
511110	Salaries - Part Time	268,656	281,138	281,138	335,484	54,346	19.33%
511115	Salaries - Overtime	58,700	39,000	39,000	50,000	11,000	28.21%
511116	Salaries - Overtime Training	-	-	10,000	10,000	10,000	0.00%
511117	Salaries - Special Events OT	-	(18,760)	(18,760)	(18,760)	-	0.00%
511125	Temporary Help	7,059	10,000	10,000	10,000	-	0.00%
511135	Holiday Premium	8,283	40,000	10,000	9,500	(30,500)	-76.25%
511165	Annual Accrued Leave	13,252	-	-	-	-	0.00%
511170	MLR Kaiser Rebate	447	-	-	-	-	0.00%
512110	Fringe Benefits	723,180	776,352	774,822	818,465	42,113	5.42%
530113	Contract Services	20,303	30,000	30,000	30,880	880	2.93%
530351	Equipment Maintenance	5,923	14,000	14,000	11,000	(3,000)	-21.43%
530438	Fare Wheels	1,377	2,500	2,500	2,500	-	0.00%
530620	Advertising	9,391	12,600	12,600	14,100	1,500	11.90%
540060	Management Fee	609,471	661,947	661,947	815,391	153,444	23.18%
540102	Motor Pool Charges	754,854	645,225	645,225	863,589	218,364	33.84%
550110	Utilities Expense	984	800	800	1,000	200	25.00%
550314	Other Insurance	-	30,000	-	-	(30,000)	-100.00%
550501	Travel & Training	1,125	11,990	6,990	6,990	(5,000)	-41.70%
550807	Other Expenses	1,000	350	350	500	150	42.86%
550820	Dues & Subscriptions	11,246	13,752	13,752	13,752	-	0.00%
560110	Office Supplies	1,269	6,800	6,800	1,850	(4,950)	-72.79%
560416	Uniforms	12,577	12,000	12,000	13,500	1,500	12.50%
560420	Operating Supplies	1,795	3,000	3,000	2,000	(1,000)	-33.33%
580108	Other Machinery & Equipment	17,507	3,000	3,000	97,926	94,926	3164.20%
Total Expenses		\$ 3,902,806	\$ 4,020,784	\$ 3,964,254	\$ 4,582,399	\$ 561,615	13.97%

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